

**ADAMS COUNTY PARK AIDE LEVEL II  
( LTE )**

**Job Description**

1. Assist in the supervision of all subordinate park employees.
2. Assist the Manager or Assistant Manager in the supervision of maintenance of Castle Rock or Petenwell Park.
3. Assist with the enforcement of County Park Ordinances under the direction of the Manager and/or Assistant Manager.
4. Responsibility includes, but not limited to, duties involved in general operation of parks such as registering campers, handling camper registration monies, providing the public with general park information, collecting refuse, mowing properties, maintenance of picnic tables and building facilities, sanitary facility management, beautification of park areas such as transplanting shrubbery, seeding grounds, clearing brush and trees for new campsites.
5. Performs other such duties for the successful development of the park system as assigned to him or her by their immediate supervisor.

**Accountability**

Park aides will perform their duties under the guidance and responsibility of their immediate supervisor. Note attached Administrative Flow Chart which clarifies one's accountability.

**Additional Comments**

The position is based on an hourly wage. Park Aide Level II hours will be arranged with the Park Manager. Rotating shifts will be required to include working weekends and holidays. Twelve hour work shifts may be required at a straight hourly wage. Position responsibilities and scheduled work hours may vary at individual parks.

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